



# Application for Undergraduate Admission

www.ngcsu.edu

*A \$30 non-refundable application fee is required of all applicants*

Legal Name: \_\_\_\_\_  
 (last) (III, jr., etc.) (first) (middle) (preferred name) (previous names used) (prefix: Miss, Mr, etc)

Mailing Address: \_\_\_\_\_ Phone: (\_\_\_\_) (\_\_\_\_) \_\_\_\_\_  
 (street or PO address) (county) home cell  
 \_\_\_\_\_ E-mail Address: \_\_\_\_\_ @ \_\_\_\_\_  
 (city) (state) (zip)

Gender: Female Male Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Place of Birth: \_\_\_\_\_ Social Security Number : \_\_\_\_-\_\_\_\_-\_\_\_\_

Have you applied to North Georgia before? No Yes, term/year \_\_\_\_\_ Marital status (optional): Single Married Divorced Separated

If you are at least 62 years old and a Georgia resident, would you like to take classes under Amendment 23? Yes No

Status	Semester of Entry	Race/Ethnicity/(optional)	Campus or Location	Citizenship Status
Select only one: <input type="checkbox"/> Freshman <input type="checkbox"/> Non-Traditional Freshman <input type="checkbox"/> Transfer <input type="checkbox"/> Transient <input type="checkbox"/> Former Student Returning* <input type="checkbox"/> Joint-enrolled w/High School <input type="checkbox"/> Non-Degree <input type="checkbox"/> Have Bachelors Degree, Not Pursuing 2nd degree <input type="checkbox"/> Have Bachelors Degree, Pursuing 2nd Undergraduate Degree	Select only one:      Deadline Fall    20____ <input type="checkbox"/> Jul 1 Spring 20____ <input type="checkbox"/> Nov 1 Summer 20____ <input type="checkbox"/> Apr 1 Summer Institute 2009 <input type="checkbox"/> May 1  <div style="background-color: #cccccc; padding: 2px;"><b>*Former Students</b></div> Date last enrolled: _____ Have you attended a college since leaving North Georgia? <input type="checkbox"/> No <input type="checkbox"/> Yes	Select all that apply: White <input type="checkbox"/> Black or African American <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Amer Indian or Alaskan Native <input type="checkbox"/> Are you Hispanic or Latino? Yes or No	Select only one: Dahlonega <input type="checkbox"/> Gainesville <input type="checkbox"/> Forsyth <input type="checkbox"/>  <i>Not all programs are available at Gainesville and Forsyth locations.</i>	<input type="checkbox"/> U.S. Citizen (if not born in U.S., attach proof of U.S. citizenship) <input type="checkbox"/> Alien, resident (attach documentation) <input type="checkbox"/> Alien, nonresident, visa type: _____ Country of Citizenship, if not U.S. _____

High Schools & Colleges Attended: List all high schools and colleges where you have enrolled, even if you withdrew.

Name of School	City/State	Dates (from/to)	Earned Semester Hrs	Degree Completed
High School:			Not applicable	
High School:			Not applicable	
Were you home-educated? <input type="checkbox"/> No <input type="checkbox"/> Yes			Not applicable	
College:				
College:				
College:				
College:				

Have you listed all colleges and universities that you have attended (even if you later withdrew after drop/add)? Yes No  
*Concealment of any attendance may result in revocation of admission and dismissal from North Georgia College & State University.*

Did a member of your immediate family graduate from North Georgia? Yes, Name and Relationship \_\_\_\_\_ No

What is your intended academic program? (See "Academic Programs" in this application) \_\_\_\_\_ (will be Open Option if left blank)

\*I intend to (select one): Live in Residence Halls Commute

Do you intend to Participate in the Corps of Cadets? Yes No

\*Prospective students, including cadets, choosing to commute are responsible for following North Georgia's Residence Policy. Failure to comply with the policy may result in dismissal from the university. By submitting this application, you acknowledge that you have read and understand North Georgia's Residence Policy (please refer to North Georgia's Residence Policy in this application).

Emergency Contact Information: Parent Legal Guardian Spouse Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Email address: \_\_\_\_\_

**RESIDENCY INFORMATION**

The following questions determine if you pay in-state tuition so answer the following questions thoroughly. A decision will not be made on your application if this section is not fully completed:

- 1. Are you a resident of Georgia? Yes No
2. Have you ever lived outside the state of Georgia? Yes No
3. How long have you continuously lived in Georgia? From \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_
4. If you are not yet 24 years old, please answer the following:
Do you have a parent or spouse who is a resident of Georgia? Yes No
If yes, complete 4a-4c on this person:
4a. Name and address:
4b. Relationship: parent spouse legal guardian (attach copy of court document)
4c. Did this person establish Georgia residency at least twelve months before the first day of classes? No Yes, years and months lived in Georgia: \_\_\_ years and \_\_\_ months
5. Who is registered to vote in Georgia?
6. Who pays property tax in Georgia?
7. Who has a motor vehicle registered in Georgia?
8. Who has filed a Georgia income tax return for the previous year?
9. If holding a driver's license issued by Georgia, what date was it issued? You Person named in 4a

**Military-Related Questions:**

- 1. Are you or will you be at the time of enrollment a member or veteran of the U.S. Armed Forces? No Yes
a. If Yes, Which branch (circle one)? Air Force, Army, Coast Guard, Marines, Navy
Which component (circle one)? Active, Reserve, National Guard
Current status (circle one): Discharged, Retired, Serving
2. Who is currently active duty military and stationed in Georgia? You Your parent Your spouse
3. Who is currently a member of the Georgia National Guard? You Your parent Your spouse
4. If this person is currently on active duty, provide the home of record: State: County:

If you, your parent or spouse is a member of the U.S. Armed Forces, provide a copy of your current military ID card, or if you are a dependent, your military dependent ID (DD Form 1173) and PCS orders to a GA military installation.

Note: The University System of Georgia offers a number of out-of-state tuition waivers for students. For a list of waivers, go to www.ngcsu.edu/admissions and click on Out-of-State Waivers.

**FRESHMAN SCORES**

Please indicate if you took, or plan to take, the following tests and your corresponding scores:

- SAT? Yes No Date: \_\_\_/\_\_\_/\_\_\_ CR \_\_\_ M \_\_\_ W \_\_\_
ACT? Yes No Date: \_\_\_/\_\_\_/\_\_\_ E \_\_\_ M \_\_\_ W \_\_\_
GED? Yes No Date: \_\_\_/\_\_\_/\_\_\_

**TRANSCRIPT INFORMATION**

Applicants must request that an official transcript from EACH high school/college attended be sent to North Georgia's Office of Undergraduate Admission.

- Will any of your transcripts arrive under a different name (e.g. maiden)? Yes No If yes, what name(s)?
Are you currently enrolled at the last institution attended? Yes No If yes, date you will complete studies at current school
Are you currently on suspension/dismissal/exclusion from any college? Yes No If yes, which college and why?

I certify that the information provided on this application is true to the best of my knowledge, and understand that any omission or misrepresentation of facts or failure to furnish information to the Office of Undergraduate Admissions will automatically invalidate consideration of this application and/or acceptance to the institution. I understand that upon enrollment, I am expected to become familiar with and abide by North Georgia's Academic Integrity Policy. Applications submitted by non-cadets after the application deadline will be automatically updated to the next semester.

Signature of Applicant

Date

**CURRENT CLASS SCHEDULE**

Please list those courses in which you are currently enrolled or will be enrolled prior to attending North Georgia.

\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

**EXTRACURRICULAR ACTIVITIES**

In what extracurricular activities have you participated? (i.e., band, drama, athletics, yearbook, newspaper, etc.)

\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

**BACKGROUND NOTIFICATION**

Have you ever been convicted of a crime other than a traffic offense, or are any criminal charges now pending against you? Yes No

Please note that a decision will not be made on your application if this question is not answered. Convictions shall include: a finding of guilty by a judge or jury, or a plea of guilty or a plea of nolo contendere, irrespective of the pendency or availability of any appeal or application for collateral relief. If yes, explain fully on a separate page, specifying the nature of the offense(s), the date(s) it/they occurred, the name and location of the court(s) and sentence(s) imposed. Please submit court documentation if appropriate.

**PLEASE MAIL APPLICATION AND \$30 FEE TO**

If not participating in Corps of Cadets (ROTC) (phone number: 1-800-498-9581):

North Georgia College & State University
Office of Undergraduate Admissions
82 College Circle
Dahlonega, GA 30597

If participating in the Corps of Cadets (ROTC) (phone number: 1-888-413-9366):

North Georgia College & State University
Cadet Recruitment Center
ATTN: Cadet Admissions
Dahlonega, GA 30597

UNDERGRADUATE ACADEMIC PROGRAMS:

Undecided	English (With Teacher Certification)	Physics and Chemistry (Secondary Education)
Accounting	Finance	Physics/Engineering (Dual Degree)
Art	French	Political Science
Art Education	French (With Business Emphasis)	Psychology
Art Marketing	French (With Teacher Certification)	Sociology
Athletic Training	History	Spanish
Biology	History (Broad Field—Secondary Education)	Spanish (With Business Emphasis)
Biology/Chemistry (Secondary Education)	International Affairs	Spanish (With Teacher Certification)
Chemistry	Management	
Chemistry (Non-professional)	Marketing	Pre-Professional Programs:
Chemistry/Biology (Secondary Education)	Mathematics	Pre-Dentistry
Chemistry/Physics (Secondary Education)	Mathematics/Engineering (Dual Degree)	Pre-Engineering
Education (Early Childhood/Special Education)	Mathematics (Secondary Education)	Pre-Forestry
Education (Middle Grades Education)	Music	Pre-Law
Computer Information Systems	Music Education	Pre-Medicine
Computer Science	Nursing (A.S.N. and B.S.N.)	Pre-Pharmacy
Criminal Justice	Physical Education (Emphasis in Exercise Science)	Pre-Physical Therapy
Criminal Justice (Concentration in Forensics)	Physical Education (With Teacher Certification)	Pre-Veterinary Medicine
English	Physics	

HOW TO APPLY: *Applicants to North Georgia College & State University must submit the following:*

1. \_\_\_ A properly completed and signed Application for Undergraduate Admission and a \$30 non-refundable application fee.
2. \_\_\_ A completed North Georgia Immunization Certificate, located at [www.forms.ngcsu.edu](http://www.forms.ngcsu.edu), is only needed after acceptance to the University.
3. \_\_\_ In addition, the following documents are required by the application deadline for consideration for admission:

FRESHMAN: *Graduated from high school within the past five years and has not attended college after high school.*

1. \_\_\_ Student should request an official high school transcript be sent by their appropriate school official to the Undergraduate Admissions Office.
2. \_\_\_ Student should request official SAT or ACT scores to be sent by their counselor, CollegeBoard or ACT. A minimum 480 SAT Critical Reading (or 20 ACT English) and 440 SAT Math (or 18 ACT Math) is required for regular admission.
3. \_\_\_ Freshmen who have attended college should request an official transcript be sent directly to the Undergraduate Admissions Office from EACH college attended. Transferring freshmen should refer to [www.admissions.ngcsu.edu](http://www.admissions.ngcsu.edu) for eligibility requirements.

NON-TRADITIONAL FRESHMAN: *Has not attended high school within the past five years, whose high school class graduated at least five years ago, holds a high school diploma or GED, and has earned fewer than 30 transferable semester hours of college credit.*

1. \_\_\_ Submit an official high school transcript and official college transcript(s), if applicable. Official SAT or ACT scores are not required.

TRANSFER (OR HAS BACHELORS DEGREE, PURSUING 2ND BACHELOR'S DEGREE): *Has attended college after high school.*

1. \_\_\_ Students should request official transcripts be sent directly to the NGCSU Office of Undergraduate Admissions from EACH college attended.
2. \_\_\_ If student has less than 30 semester hours (45 quarter hours) of transferable college credit, provide documents required of freshmen (see above).
3. \_\_\_ Students wishing to pursue a degree in education, nursing, athletic training or exercise science MUST contact the appropriate department immediately to receive instructions for application and admission to each respective program. This requirement is in addition to this application.

TRANSIENT: *An applicant who is enrolled in another college or university and meets minimum North Georgia College & State University freshman or transfer admission requirements may seek temporary admission to North Georgia. Transient students must re-apply each semester.*

1. \_\_\_ Students should request a letter be sent directly to the North Georgia's Office of Undergraduate Admissions from the registrar of the institution in which the student is regularly enrolled, indicating good standing and recommending admission to North Georgia as a transient student. Transcripts of college work completed elsewhere are not required of transient students.

FORMER STUDENT RETURNING: *An applicant who was last enrolled at North Georgia and wishes to return.*

1. \_\_\_ Submit official transcripts from all other accredited colleges and universities attended since you were last enrolled at North Georgia.

JOINT ENROLLED: *An academically qualified high school applicant who wishes to take North Georgia courses during the junior or senior year*

1. \_\_\_ Submit an official high school transcript, official SAT-I or ACT scores, and an official copy of your class schedule.
2. \_\_\_ A counselor recommendation is required unless participating in the ACCEL program.
3. \_\_\_ Written permission from the applicant's parent(s) is required unless participating in the ACCEL program.

NON-DEGREE: *A high school graduate who does not have a bachelor's degree and is not pursuing a degree. This student can take up to 12 semester hours of credit from a few selective classes. Go to [www.ngcsu.edu/enrollment/admissions/nondegree.htm](http://www.ngcsu.edu/enrollment/admissions/nondegree.htm) for a list of the allowed courses.*

1. \_\_\_ Submit an official high school transcript showing a graduation date.

HAVE BACHEOR'S DEGREE, NOT PURSUING 2ND DEGREE: *An applicant who has received a bachelor's degree and is not pursuing a 2nd bachelor's degree*

1. \_\_\_ Submit an official transcript from the degree-granting institution verifying the awarding of a bachelor's degree. Applicants seeking teacher certification should contact North Georgia's Department of Teacher Education at 706-864-1533 prior to submitting this application.

AMENDMENT 23: *An applicant 62 years of age or older who is a Georgia resident AND wishes to enroll in classes without payment of fees, except for the application fee, supplies, laboratory fees and shop fees. This applicant must also select from one of the above student classifications.*

1. \_\_\_ Applicants who wish to pursue a bachelor's degree must also submit all items in the "Transfer" section above.

### *Freshman applicants must:*

1. Be at least 16 years old on or before the registration date.
2. Have graduated from an accredited high school or a high school that is approved by the University.
3. Present credit for the following 16 CPC (College-Preparatory Curriculum) units:
  - **Four** CPC units of English which have as their emphasis grammar and usage, literature (American, English, or world), and advanced composition skills.
  - **Four** CPC units of mathematics. Specifically, Algebra 1, Geometry, Algebra 2, and an additional mathematics course that has these courses as prerequisites.
  - **Three** CPC units of science, with at least one laboratory course from the life sciences and one laboratory course from the physical sciences.
  - **Three** CPC units of social science, with one course focusing on United States studies and one course on world studies.
  - **Two** CPC units in the same foreign language emphasizing speaking, listening, reading, and writing.
4. Have completed the SAT-I or the ACT and any other entrance examination required by the University, with an acceptable score.

Admission to North Georgia College & State University is a selective process and meeting minimum admission requirements will not necessarily guarantee acceptance. Typically, over 2,500 applications are submitted for approximately 650 freshman openings for the fall semester. The average SAT-I score (Critical Reading and Math) for recently enrolled freshmen was 1088 and average high school College-Preparatory Curriculum GPA was 3.34.

If you have been home-schooled or have graduated from a non-accredited high school, please visit our website for additional admission requirements.

Admission to North Georgia as an undergraduate student does not automatically admit the individual to teacher education, athletic training, exercise science or nursing programs. Refer to [www.ngcsu.edu](http://www.ngcsu.edu) for additional requirements of these academic programs.

### *Transfer applicants must:*

1. Have attended other colleges and maintained a transferable grade point average of 2.0 or better, have a clear conduct record, are in good standing at their former college. All official transcripts must be provided from the colleges.
2. Meet freshman admission criterion if the transfer applicants have not completed at least 30 semester hours of transferable credit.
3. Have successfully completed the following 12 semester credit hours (15 credit hours effective Fall 2010) if the applicant's transferable college GPA is lower than 3.0:
  - A course that is the equivalent to North Georgia's ENGL 1101 (English Composition I), with a grade of "C" or better;
  - A course that is the equivalent of North Georgia's MATH 1101 (Introduction to Mathematical Models), MATH 1111 (College Algebra), MATH 1113 (Pre-calculus) or MATH 2450 (Calculus I);
  - Two additional courses (six semester hours) from the Core Curriculum (refer to the university's Undergraduate Bulletin at <http://www.ngcsu.edu/academic/Catalog/index.shtml>).

### **Deadlines**

For Fall Semester admission, if you plan to live on campus, you are encouraged to submit your application materials by the preferred date of January 1. If you plan to live off campus, you are encouraged to submit your application materials by the preferred date of March 1. The fall semester deadline is July 1. The spring semester deadline is November 1. The summer semester deadline is April 1.

## **NORTH GEORGIA'S RESIDENCE POLICY**

### **North Georgia's Residence Policy for Non-Cadet Students**

Full-time students who have not earned 60 semester hours must live on campus. Students may live off-campus if they:

- live with and commute daily from the permanent legal residence of their parent(s) or grandparent(s) within a fifty-mile radius of campus
- are married or divorced
- are 21 years of age or older
- have completed two years of successful active military service

A waiver of this policy will be considered in individual cases for unique hardships. Prospective students should submit requests to the Office of Undergraduate Admissions.

### **North Georgia Corps of Cadets Participation Policy**

The Corps of Cadets is a residential leadership experience which requires all cadets to live in a student-led military environment. Therefore, students in the Corps of Cadets must be enrolled full time and live on campus in designated residence halls. Cadets may live off-campus if they reside at the permanent legal residence of parent(s) or grandparent(s) within Dawson, Hall, Lumpkin, or White counties; are married; are 23 years of age or older; or have completed two years of successful active military service.

Cadets who have earned 90 semester hours may elect to leave the Corps to become civilian students. Those who leave the Corps prior to earning 90 semester hours will be ineligible to enroll in North Georgia courses for a period of one calendar year from the date of their withdrawal from the Corps.

The Office of the Commandant may consider waivers of this policy in individual cases. Prospective cadets should submit requests to the Cadet Recruitment Center, enrolled cadets to the Commandant.

Failure to comply with these policies may result in dismissal from the university. Failure to comply is defined as an act of providing misleading or false information during the admissions process or when applying for a waiver; or not moving into or maintaining residence in university housing when available.

### **Confirmation Deposit**

Students admitted for the Fall semester are required to pay a \$200 Confirmation Deposit by May 1, or if admitted after May 1, within two weeks of admission. Students admitted for the Spring semester are required to pay a \$200 Confirmation Deposit by December 1. The Confirmation Deposit will be refunded to the enrolled student no sooner than 10 days after the start of classes. Admitted students who do not enroll will not receive a refund of their Confirmation Deposit.

### **Housing Deposit**

In addition to the \$200 Confirmation Deposit, all resident students admitted are required to pay a \$250 Housing Deposit by the deadline indicated in the letter of acceptance.